

Operating Procedures for the Eastern States' HDPE Pipe Consortium

The Eastern States noted in the attachment have formed a Consortium, known as the Eastern States' Consortium (ESC), to establish minimum requirements for the quality control procedures that the manufacturers of High Density Polyethylene Pipe must subscribe to in order to supply pipe to participating states. It is the intent for the States to benefit through a cooperative inspection and qualification processes and for the manufacturers to benefit through having one uniform set of quality control requirements to meet for all of the participating states. The purpose of this document is to describe the operating procedures of the consortium and the responsibilities of the participating States and manufacturers.

The quality control procedure requirements are described in a separate document entitled, "Eastern States' Consortium (ESC) Quality Control Requirements for HDPE Pipe Manufacturers". The manufacturers are to document their procedures in a Quality System Manual (QSM).

The operating procedures of the consortium are as follows:

- The participating States will designate a Lead State from among the membership that will be responsible for administration of the ESC. The Lead State will serve as the point of contact for the participating States and the manufacturers for matters concerning the ESC. This State will serve as the Lead State until it asks to be replaced, or the membership votes to replace it.
- Manufacturers desiring to supply to consortium States will submit electronic copies of their QSM in either Microsoft® Word or Adobe® Acrobat® format to the Lead State and ask the Lead State to initiate the qualification process.
- The Lead State will forward the document to the consortium States and ask them to provide review comments within a thirty day time period.
- Once the QSM documents have been reviewed, the Lead State will contact the participating State(s) in which the manufacturer has a plant and request that that State review the plant to determine compliance with the QSM. If the plant is not located in a participating State, the Lead State will ask for a volunteer from the participating States to perform the review.
- If a manufacturer has or designates a quality control testing facility not located at a plant, the Lead State will also ask a participating State to review this facility to assure compliance with the QSM. The State will be selected in the same manner as a State is selected for a plant review.
- The ESC will attempt to conduct testing facility inspections within 30 days of approval of the QSM.
- Once the review of the QSM documents, production facilities, and testing facilities has been completed, the Lead State will notify the manufacturer and participating States of the status of the request for qualification. Qualified manufactures will be placed on the ESC's qualified manufacturers list, which will be maintained on the web site of the Lead State. If qualification is not given, the

- Lead State will summarize the deficiencies in the response to the manufacturer and the participating States.
- The participating States will perform an annual review of the ESC Quality Control Requirements for HDPEP Manufacturers to ensure that they are current with specification changes and meeting the needs of participating States. The review will be administered by the Lead State, and issues resulting in differences among the States will be decided by a majority vote of the participating States. Changes in the document will be sent to the qualified manufacturers by October 1 of each year.
 - The manufacturer must submit an electronic copy of their updated QSM, in Microsoft® Word or Adobe® Acrobat® format, to the Lead State and request qualification for the subsequent year by November 1 of the year in which they are qualified. The new Manual shall clearly identify all changes made since the previous Manual was reviewed and will include a summary of all independent laboratory testing for products produced to meet the AASHTO M294 specification, including the results of the manufacturer's split sample testing, and the most recent copy of the company's annual quality audit of plants for which qualification is sought.
 - The Lead State will process the new request in the same manner as the request for initial qualification, and will also use the results of previous ESC and State inspections in evaluating the request for re-qualification.

Sampling for the annual submission of pipe and resin samples to the independent laboratory for split sample testing will be preformed by the State where the plant resides. If the plant is not located in a participating State, the Lead State will ask for a volunteer from participating States.

Any participating State can inspect plant and testing facilities and obtain split samples for acceptance testing or other testing purposes at any time. If significant problems are encountered, the results of this inspection and testing should be reported to the manufacturer and to the Lead State for use in evaluating the current qualification status of the manufacturer and in the annual qualification process. If at any time the Lead State determines that a manufacturer is not making a good faith effort to correct deficiencies in compliance with its QSM, the Lead State, with approval of a simple majority vote of the ESC states, will remove the manufacturer or the plant from the ESC's qualified supplier list. The Lead State will distribute copies of all test results received throughout the year to all the participating States.

HDPE pipe produced at a qualified plant is still subject to acceptance testing by the State in which the pipe will be used, in accordance with that State's specifications.

**Eastern States' Consortium
Participating States 2004**

Connecticut	New Jersey
Delaware	New York
District of Columbia	North Carolina
Maine	Pennsylvania
Maryland	Rhode Island
Massachusetts	Vermont
New Hampshire	Virginia

**Eastern States' Consortium
Participating Manufacturers 2006**

Advanced Drainage Systems, Inc.
Baughman Tile Co.
Hancor, Inc.
Lane Enterprises, Inc.
Solenio, Inc.

**Eastern States' Consortium
Manufacturer's Qualification Pending**

Cervell Drainage Products, Inc.
Haviland Drainage Products, Inc.